

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. <i>(If applicable)</i>	
6. ISSUED BY		CODE		7. ADMINISTERED BY <i>(If other than Item 6)</i>		CODE	
8. NAME AND ADDRESS OF CONTRACTOR <i>(No., street, county, State and ZIP Code)</i>				(X)		9A. AMENDMENT OF SOLICITATION NO.	
						9B. DATED <i>(SEE ITEM 11)</i>	
						10A. MODIFICATION OF CONTRACT/ORDER NO.	
						10B. DATED <i>(SEE ITEM 11)</i>	
CODE		FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

- ☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
- (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: <i>(Specify authority)</i> THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES <i>(such as changes in paying office, appropriation date, etc.)</i> SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER <i>(Specify type of modification and authority)</i>

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER <i>(Type or print)</i>		16A. NAME AND TITLE OF CONTRACTING OFFICER <i>(Type or print)</i>	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
<i>(Signature of person authorized to sign)</i>		<i>(Signature of Contracting Officer)</i>	

Item 14. Continued.

CHANGES TO VOLUME I – PROJECT INFORMATION, BIDDING REQUIREMENTS, CONTRACT FORMS, AND CONDITIONS OF THE CONTRACT

1. Replace the following Section with the attached new Section of the same number and title, bearing the notation "ACCOMPANYING AMENDMENT NO. 0002 TO SOLICITATION NO. DACA63-02-R-0007."

SECTION 00120 - PROPOSAL SUBMISSION REQUIREMENTS

CHANGES TO VOLUME III – SPECIFICATIONS

2. Replace the following Section with the attached new Section of the same number and title, bearing the notation "ACCOMPANYING AMENDMENT NO. 0002 TO SOLICITATION NO. DACA63-02-R-0007."

SECTION 01015 - DESIGN REQUIREMENTS AFTER AWARD

END OF AMENDMENT

SECTION 00120
PROPOSAL SUBMISSION REQUIREMENTS
01/02
AMENDMENT NO. 0002

1 GENERAL

1.1 INTRODUCTION

Through the use of a two-phase procurement process, the Department of the Army desires to obtain the design and construction of Consolidated Library/Education Center Fort Polk, Louisiana. In this procurement procedure consideration will be given initially to the Project Organization and Personnel; Experience; Past Performance; and Financial Capacity. The offerors that are rated the highest on the Phase I evaluation criteria, minimum of two (2) but no more than four (4), will be selected and given the opportunity to offer their preliminary design and cost proposals in Phase II. Final selection and basis for award of the Design/Build Contract will be on the basis of qualifications, technical quality, price, and other salient factors considered to be in the Government's best interests. If awarded the Contract, the offeror shall complete the design and construction documents and construct the facility in compliance with these completed requirements.

1.2 WHERE AND WHEN TO SUBMIT PROPOSAL

Submit Phase I of the Proposal no later than the date and time indicated in Item 13.A of the Solicitation, Offer and Award form (Standard Form 1442) found in Section 00010, SOLICITATION, OFFER, AND AWARD. Offerors invited to participate in Phase II will be notified of the date and time for submission of their Phase II proposal.

1.3 EXPLANATION TO PROSPECTIVE OFFERORS

Any prospective offeror desiring an explanation or interpretation of the solicitation, drawing, specifications, etc. must request such in writing, and are directed to the individuals listed in Section 00100 INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS, soon enough to allow a reply to reach all prospective offerors before the submission of their proposals. Oral explanation/instructions given before award of a contract will not be binding. Any information given a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an amendment to the solicitation, if that information is necessary for submitting proposals, or if the lack of it would be prejudicial to other prospective offerors.

1.4 REQUIRED TECHNICAL DATA FOR PROPOSAL SUBMISSION

Offerors are advised that the required data will be utilized for review and evaluation and used for determination of a "Quality Rating" by a Technical Evaluation Board and that all data submitted for consideration under this proposal will be reviewed only for the purposes required for evaluation and award. The Government will not make assumptions concerning the offeror's intent, capabilities, facilities, or experiences. Clear identification is the sole responsibility of the offeror.

1.5 PROPOSAL PREPARATION

Instructions for the preparation and organization of each proposal are included herein. The proposal shall be submitted as summarized below and as required by the specifications.

1.5.1 Phase I – Management/Technical Proposal

- A. Project Organization and Personnel**
- B. Experience**
- C. Past Performance**
- D. Financial Capacity**

1.5.2 Phase II – Design and Cost/Price Proposal

- A. Design Proposal (Volume I)**
- B. Preliminary Project Schedule (Volume I)**
- C. Cost/Price Proposal (Volume II)**

1.5.3 Format

1.5.3.1 Written Material

- a. All written material, including catalog cuts, shall be submitted in standard three ring loose-leaf binders. Proposals shall be tabbed and labeled in a manner to afford easy identification from a Table of Contents. Font size shall be not less than 10 point. Each page shall be identified with the appropriate page number centered at the bottom of the page. Sheet size of the proposal contents shall be 8 ½ by 11 inches. 11 by 17 inch sheets will be allowed for charts and tables but will be counted as 2 single-sided or 4 double-sided pages. Legibility, clarity, coherence, and the contents are important. The Phase I (Management/Technical) proposal length shall be limited to 70 single-sided or 35 double-sided pages, exclusive of the cover sheet, Table of Contents, and appendices. The offeror shall not submit verbatim sections or attachments of this solicitation as part of their proposal. Offers that do not meet these requirements may be subject to rejection.
- b. A cover sheet identifying the offeror and the project shall be provided. The second sheet shall be a Table of Contents.
- c. Table of Contents. The proposal shall contain a detailed Table of Contents. The complete Table of Contents shall be included in each binder used.
- d. Materials submitted but not required by this solicitation (such as company brochures and equipment lists) shall be relegated to appendices.
- e. Proposal revisions for written portions of the proposal, including catalog cuts and specifications, shall be submitted as page replacements with revised text readily identifiable, e.g. bold face print or underlined. The source of the revision, e.g. Error, Omission, or Clarification (EOC), amendment or other Contractor-initiated change, shall also be indicated for each revision. Revised pages shall be numbered, dated, submitted in same number of copies as the original proposal submittal, and a different color page than the original.

1.5.3.2 Drawings

- a. Full size drawings shall be submitted in accordance with Section 1016, DESIGN DOCUMENT REQUIREMENTS. Each drawing shall be identified with the appropriate Sequence and Sheet Numbers in the lower right hand corner. The original and one copy of all drawings must be full size drawings. The remaining copies may be full size or reduced size, but no smaller than 11 x 17 inches.
- b. All alternate designs, which may or may not be priced as additive or deductive items shall be graphically described on separate drawings from the base proposal design. All alternate designs shall meet the minimum requirements of the solicitation.
- c. Proposal revisions for drawings shall be submitted as sheet replacements with all changes identified on the drawings with clouds and in the title block, including the source of the revision, e.g. Error, Omission, or Clarification (EOC), amendment, or other Contractor-initiated change. Revised drawings shall be numbered, dated, and submitted in the same number of copies as the original proposal submittal.

1.5.3.3 Electronic Material

The offeror shall submit one copy of the proposal and all revisions, if applicable, on CD-ROM. All textual material, catalog cuts, and other non-drawing material shall be in Adobe Acrobat Portable Document Format

(.pdf), arranged in the same order as the hard copy version with each section or part book marked. All drawings shall be formatted in accordance with Section 1016 DESIGN DOCUMENT REQUIREMENTS, Paragraph “.CAL Files.” The offeror must ensure that all textual material, if it has been scanned, has been converted to a text searchable document by using the Paper Capture tool in Adobe Acrobat.

1.5.4 Proposal Submission

The proposal submitted shall include an original, copies as indicated below, and one electronic copy on CD-ROM disk (Both Volumes of Phase II may be on the same CD-ROM disk.) Each proposal shall be marked to clearly identify the original and the copies. The copies shall be numbered. Volume II of Phase II shall be sealed in a single package separate from Volume I.

Phase I – Management/Technical Proposal	Original and nine (9) copies
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Phase II – Design Proposal	
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Volume I	Original and nine (9) copies
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Volume II	Original and one (1) copy
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1.6 REFERENCED PUBLICATIONS

Corps of Engineers' (COE) design criteria and manuals that are referenced in this solicitation, such as Technical Manuals (TM) and Instructions (TI), Military Handbooks, Engineering Regulations (ER), and Engineering Manuals (EM), can be downloaded from the Internet at the following address: <http://www.hnd.usace.army.mil/techinfo> or obtained from the current National Institute of Building Science's (NIB) Construction Criteria Base (CCB) CD-ROM disk. The COE SWD-AEIM, AR 190-51, and EC 1110-1-92 are on the Solicitation CD-ROM Disk. The Installation Information Infrastructure Architecture (I3A) guidelines can be downloaded from the Internet at the following address: <http://arch-odisc4.army.mil/>. Obtaining other referenced publications such as Federal and Military specifications, Military Standards, and industry standards (i.e., ASTM, ANSI, ACI, NFPA, building codes) will be the responsibility of each offeror. See Section 00100, paragraph "52.211-2 AVAILABILITY OF SPECIFICATIONS LISTED IN THE DOD INDEX OF SPECIFICATIONS AND STANDARDS (DODISS) AND DESCRIPTIONS LISTED IN THE ACQUISITION MANAGEMENT SYSTEMS AND DATA REQUIREMENTS CONTROL LIST, DOD 5010.12-L (AUG 1998)", for information on obtaining these publications. Offerors are warned that due to the limited time for proposal preparation and submittal, there may not be enough time for ordering and receiving any of the above references. Failure to receive requested references will not be sufficient reason for extension of the proposal submission date.

1.7 UNNECESSARILY ELABORATE PROPOSALS OR QUOTATIONS

Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective response to this solicitation are not desired and may be construed as an indication of the offeror's lack of cost consciousness. Elaborate artwork, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor wanted.

1.8 REQUIREMENT FOR SPECIAL MARKING OF PROPOSAL DATA

Envelopes or other cover for material submitted in response to this RFP shall be opaque, and must be so presented that they may easily be identified. At a minimum, the outside cover for each phase must show:

Destination of Proposal

Name and location of project as described in the RFP documents

Solicitation number

Name and address of offeror

Project phase and volume number

Submit the proposal in the format specified. Oral or telephonic proposals or modifications will not be considered.

Mail or deliver the proposal to the address listed on the Standard Form 1442, "Solicitation, Offer and Award."

1.9 DESCRIPTION OF EVALUATION CRITERIA

1.9.1 Phase I – Management/Technical Proposal Preparation

The Management/Technical proposal shall include information as described below and shall be presented in the sequence listed.

A. Project Organization and Personnel:

1. Personnel (Prime and Subcontractor):

- a. Provide professional resume data on the individuals who will be key personnel on the project team. Key personnel identified in this section should be senior working-level people who will be involved in design and construction on a day-to-day basis, as opposed to departmental level supervisors or executives. If reassignment of personnel is considered possible, provide the names and resumes of the alternate professionals in each assignment.

See Sections 01015, 01320, 01430, and 01451 for minimum personnel qualifications. The following list shall be provided as a minimum:

Project Manager
Project Architect
Senior Structural Engineer
Senior Mechanical Engineer
Senior Electrical Engineer
Senior Civil Engineer
Fire Protection Engineer
Registered Communication Distribution Designer
NACE Certified Corrosion Specialist
Design Quality Control Manager
Construction Quality Control Manager
Project Scheduler
Interior Designer (AM#2)

Information to be provided includes:

Name
Project assignment
Name of firm with which associated
Years experience: with this firm, with other firms
Education: degrees(s)/year/specialization
Active registration: state and year first registered
Experience and qualifications relevant to proposed project: for each project listed, provide project description, project dates, the individual's project assignment to include specific roles and responsibilities, and its relevance to this solicitation.

b. Identify the Designer(s)-of-Record for each discipline

- c. In an appendix, provide letters of commitment for all key personnel on the project team and any proposed alternate personnel. By identifying these personnel, the offeror is making a commitment that, barring unforeseen circumstances, they are the personnel who will be assigned to the project. A letter of commitment from each firm committing specific individuals from the firm may be provided in lieu of separate letters for each individual.

d. Capacity to Perform

(1) Provide a list of key professional job titles. Indicate the total number of personnel in each category for the prime, major subcontractors, and consultants on the team and the number of personnel in each category who will be assigned to this project.

(2) Discuss capacity to successfully perform the requirements of this Contract based on current workload and staffing. Discuss strategy to provide supplemental and/or replacement personnel to support this project during design and/or construction, as necessary. In the appendix, provide a list of all current contracts for the prime contractor, major subcontractors, and consultants on the team.

2. Team Organization and Management:

a. Provide an organizational chart and supporting narrative describing how the team will be structured. Include all key design and construction personnel and firms on the organizational chart. Discuss the specific roles and responsibilities of each key individual and firm.

b. Describe the proposed management structure for the team. Discuss how the design and construction process will be managed, to include a discussion on delegation of authority within the team.

c. Describe interactions within the team and with the Corps of Engineers during design. Discuss how design changes will be handled and the roles that various team members will play when dealing with design changes. Discuss the role of construction team members during design phase.

d. Describe interactions within the team and with the Corps of Engineers during construction. Discuss how changes will be handled during construction and the roles that various team members will play when dealing with changes during construction. Discuss the role of design team members during construction. Specifically address design team's role in construction Quality Control program; Requests For Information (RFI's); shop drawing/submittal review and approval; attending progress meetings; site visits; inspections; and contract completion and closeout.

e. Describe the time control systems to be utilized. Discuss the use of the project schedule for managing the design and construction. Describe internal procedures for handling delays to minimize time growth.

f. Identify the items of work to be self-performed by offeror and the percentage of the overall contract value that this work represents.

g. Describe the team's computer-aided drafting and design (CADD) capabilities. Identify the CADD software to be used in the design of this project; if all disciplines are not using the same CADD software, identify the software that each discipline is using. Discuss compatibility with the Government's target CADD and compliance with the Tri-Service A/E/C/ CADD standards. Explain how compatibility will be achieved if the design, or portion of the design, is prepared using a CADD system other than the Government's target CADD system. (Refer to Section 01016 for information on the Government's target CADD system and compatibility requirements.)

B. Experience

1. Provide a list of projects currently underway or completed within the last 5 years that best demonstrates the design and construction experience of the team (firms and/or individual team members) to successfully complete this facility using a design/build process. Experience beyond 5 years ago for construction contractors will not be given consideration unless the key personnel proposed for this project played a significant role in the earlier project and the project can be shown to be similar to this project. An offeror must make clear the extent of involvement in those projects by

current key personnel and clearly describe how the older project is similar to this project, considering changes in technology, materials, equipment, codes, etc. Experience beyond 5 years ago for design firms will not be given consideration.

List no more than 10 projects total. The list of projects shall include the following information:

- a. Project name and location
- b. Type of facility
- c. Nature of firm's responsibility (design, construction or both)
- d. Identify type of contract (design, design/build, or construction)
- e. Project owner's name and address and project manager's (point of contact) name, telephone number, fax number, and email address (if known)
- f. If a government contract, include the contracting agency and contracting officer's name, telephone number, fax number, and email address (if known)
- g. Date started
- h. Original scheduled completion date
- i. Actual completion date
- j. Overall size of facility (in square feet or square meters)
- k. Construction cost (excluding design costs)
- l. Duration of construction (excluding design time)
- m. Problems encountered and corrective actions taken
- n. Identify which proposed team members and/or firms were involved in the project; their specific roles and responsibilities on the project; and the extent of time they were involved with the project
- o. Relevance of experience to the solicitation project

2. Joint Ventures: If offeror represents the combining of two or more companies for the purpose of this RFP, the proposal shall indicate whether the firms have experience working together in design/build ventures and for how long and how many projects. In addition, each company of this joint venture shall list their Government contract experiences.

C. Past Performance:

1. For each design and/or construction firm on the project team, provide firm's name, address, and DUNS number.
2. Offerors are encouraged to submit awards, letters, evaluations (ACASS, CCASS, and/or non-Corps evaluations), or other forms of recognition that demonstrates the performance capabilities and customer satisfaction for each firm on the team. If provided, this additional past performance information shall be included in an appendix and will not count towards the aforementioned page limitation.
3. For each non-Corps project listed under "Phase I: Experience" factor, offerors should send Client Authorization Letters and Contractor Performance Report (See Section 00500) to each reference listed in the proposal to assist in the timely processing of the past performance evaluation. In an appendix, provide a copy of issued letters with the offeror's proposal.
4. New Companies: For new companies entering the marketplace (without relevant company experience) it will be the quality of the past performance of their key management personnel, major subcontractor and consultants that will indicate the risk of good performance and become the basis of the past performance evaluation. Identifying how long key personnel stayed on their contracts and how well they managed their portion of the referenced contracts will be of great importance in the evaluation process.

D. Financial Capacity:

Submit a letter of current bonding capacity from a Bonding Company. This letter will not count towards the aforementioned page limitation.

1.9.2 Phase II – Design and Cost/Price Proposal Preparation**VOLUME I – PRELIMINARY DESIGN PROPOSAL**

The purpose of the Preliminary Design Proposal is:

To provide sufficient design information for the Government to determine the acceptability of the proposed design in meeting the functional requirements set forth herein for operational use and economical maintenance during the anticipated life of the facility.

To provide data for a determination of the engineering sufficiency and soundness of the basic approach to the design for each technical discipline. Also, it will serve as a documentary check that the designer has been provided or has developed the essential engineering criteria necessary for all facets of final computations and detailed development of a thoroughly engineered, coordinated, economical, and functional design.

A. Design Proposal

1. The design proposal shall include, as a minimum, the following descriptive narratives, manufacturer's catalog data, and graphic information:

a. Narratives

(1) General Description

(a) Provide brief description of the facility addressing the overall design, materials components, and engineering. **DO NOT INCLUDE DESIGN CALCULATIONS.** Include the following:

(i) Basic site layout and the rationale behind the site design. Address existing site features, site demolition requirements, new utilities, site improvements, force protection requirements, camera (CCTV) layouts, landscaping, and irrigation.

(ii) Building's architectural configuration and the rationale behind the design. Address relationship of the site and site activities to the building. Address exterior and interior building materials. Discuss the compatibility of the proposed design and materials with the Fort Polk Installation Design Guide.

(iii) Building(s)' interior configuration, to include general discussion on interior finishes, including those in the library, classrooms, offices, general administrative areas, and common areas (copy rooms, break/vending areas, conference rooms, restrooms). Discuss use of common areas within the facility. **DO NOT PROVIDE COLOR BOARDS.**

(iv) NOT USED

(v) Structural system and the rationale behind the selection of the proposed system, including identification of major structural materials and systems.

(vi) Heating, Ventilation and Air Conditioning system and rationale behind the selection of the proposed system.

(vii) Fire protection system and the rationale behind the selection of the proposed system.

(viii) Exterior power distribution systems and the rationale behind the selection of the proposed system. Discuss service to the building and location. Identify type of wire. Identify whether aerial or underground.

(ix) Interior power distribution systems and the rationale behind the selection of the proposed system. Identify electrical characteristics of power supply (phase, voltage, KVA). Provide description of panels, protection devices and typical loading of circuits. Identify type of wire.

(x) Exterior lighting system and the rationale behind the proposed system. Address exterior lighting locations, illumination levels for each area, and lighting controls.

(xi) Interior lighting system and the rationale behind the selection of the proposed system. Address illumination levels for each area, emergency lighting, and lighting controls.

(xii) Exterior communications service to the facility. Discuss the proposed method for relocating existing underground communications line.

(xiii) Interior communications systems (telephone, data, cable TV, sound transmission) and the rationale behind the selection of each system.

(b) Describe the energy-efficient and/or energy-saving features proposed for this project.

(c) Discuss maintenance and accessibility considerations in the selection and layout of the mechanical and electrical systems.

(d) Identification of proposed methods of meeting security requirements.

(e) If the design proposal includes any deviations from the RFP requirements, including functional or adjacency requirements, identify the deviation, provide justification for the deviation, and describe the benefit/improvement that the deviation provides to the facility. (See Section 00150, paragraph "DESIGN FREEDOM".)

(f) Identify all proposed betterments. (See Section 00800, clauses entitled "DESIGN-BUILD CONTRACT ORDER OF PRECEDENCE" AND "PROPOSED BETTERMENTS".)

(2) Conceptual Considerations

(a) Discuss the overall architectural theme for this facility. Include in your discussion how the overall facility design, orientation and overall site layout contribute to the town center concept envisioned for the future development of this area of Fort Polk. Describe the aesthetics and ambiance proposed for the interior areas of the facility. **DO NOT PROVIDE COLOR BOARDS.**

(b) Provide a detailed narrative explaining the operational concept for the library and education center, to include the following information. Diagrams and/or flow charts may be provided to supplement the narrative.

- (i) Discuss patron flow through the facility, to include facility entrances, lobby/waiting area(s), restrooms, ...
- (ii) Discuss layout and flow through the facility for an operational perspective, to include: deliveries and distribution from the loading dock, use of the facility during regular and night hours and proposed future expansion capabilities.

b. Manufacturer Catalog Data

Manufacturer catalog data shall include industry standard quality indicators for the specific material or equipment and that will be used to establish the proposed construction quality during proposal evaluation. Data may be in the form of CSI standard product information formats Manu-Spec and Spec-Data, and/or manufacturer's specifications and details. Furnish data, arranged by CSI Divisions, on:

- (1) Windows
- (2) Doors
- (3) Interior finishes, to include floors, base, walls, ceilings, toilet partitions, lavatory tops
- (4) Exterior finishes, to include walls, roof, and soffits
- (5) Interior and exterior light fixtures, including identification of where each proposed fixture type will be used
- (6) Any other catalog data deemed pertinent

c. Graphic Information

Furnish preliminary drawings and schematics to illustrate the proposal. If a plan does not fit on one standard size drawing sheet at the scale specified, provide an overall plan to fit on one standard size drawing sheet plus individual sheets at the scale specified.

- (1) Site Layout Plan, minimum scale 1" = 100', showing:
 - (a) Building location
 - (b) Service drives and parking
 - (c) Location of site features (i.e. landscaping, sidewalks, lighting, mechanical and electrical equipment, dumpsters)
 - (d) Set-backs
- (2) Utility Layout Plan, minimum scale 1" = 100', showing:
 - (a) Proposed utility locations
 - (b) Electrical equipment
- (3) Grading Plan, minimum scale 1" = 100', showing:
 - (a) Finished floor elevation
 - (b) Proposed slopes
 - (c) Proposed drainage
- (4) Architectural Floor Plans, minimum scale 1/8" = 1', with all areas identified, showing:
 - (a) Gross area of building; exterior and interior dimensions; size of areas; critical and basic dimensions.
 - (b) Area calculations
 - (c) Door and window openings, including door swings
 - (d) Preliminary finish schedule
 - (e) Plumbing fixture locations, including drinking fountains
 - (f) Furniture layout, with seating capacity indicated
- (5) Exterior Elevations (all views), minimum scale 1/8" = 1', showing:
 - (a) Fenestrations and material indications.
 - (b) Critical and basic dimensions.
 - (c) Exterior finish materials.
- (6) Building Sections (one transverse and one longitudinal), minimum scale 1/8" = 1', showing:
 - (a) Space for structural and HVAC systems.
 - (b) Clearances.
 - (c) Materials.

- (d) Building and grade to 5 foot line.
- (e) Sloped roof and flat roof intersections.
- (f) Crawl space (if proposed).

(7) Typical Exterior Wall Sections including foundations, minimum scale 3/4" = 1', indicating materials, key vertical dimensions, and clearances.

d. Sustainable Design. Using the Sustainable Project Rating Tool (SPiRiT), provide a self-assessment of the sustainability features of the facility (see Volume IV ATTACHMENTS for the Sustainable Project Rating Tool manual and rating sheets). For each required element and for each point-scored element where you will meet (or exceed) the requirement, provide justification of how you will meet the stated requirement. Goal is minimum Silver level certification. If Silver level certification cannot be attained, discuss the factors that prevent achieving this goal.

B. Preliminary Project Schedule.

A time-scaled logic diagram shall be submitted with the Preliminary Design proposal reflecting the detailed design phase activities and summary level construction activities from Notice to Proceed through final completion, including all option work. Project Schedule shall conform to Section 01320 PROJECT SCHEDULE and may be used for preparation of the Preliminary Schedule required in Section 01320 after award. The following information shall be included as a minimum:

1. Detailed design activities
2. Summary level construction activities
3. Phasing requirements
4. Critical Path
5. Milestones and Constraints
6. Overall Design Duration, in calendar days
7. Overall Construction Duration, in calendar days
8. Overall Proposed Duration, in calendar days

The contractor shall propose the contract durations for Work Item #1, Design and Construction of the new facility. The proposed duration shall not exceed the duration specified in Section 01000, Design and Construction Schedule. The proposed schedule shall support the proposed duration. Upon contract award, the successful offeror's proposed duration shall become the contract duration for Work Item #1. It should be noted that the Government will include provisions in the contract for liquidated damages for each calendar day the Contractor exceeds the contract schedule.

VOLUME II COST/PRICE PROPOSAL

C. Cost/Price Proposal Preparation

Prices shall be firm. The offeror's price, to be considered in the competitive negotiation evaluation, shall be the offeror's Total Base Bid, plus all options, as shown on the price proposal schedule. The cost/price proposal will be evaluated separately, after evaluation of design proposal. The cost/price proposal shall consist of the following:

1. Solicitation, Offer and Award. The Standard Form 1442 shall be completely filled out and signed by a principal of the firm authorized to bind the design-build team. Signature(s) must be in long hand.
2. Price Proposal Schedule
 - a. Offerors shall complete the Price Proposal Schedule by filling out the pricing data blanks.
 - b. Overhead and profit shall be applied proportionally to each category and will not be required to be shown separately.

c. Offerors shall include allowance for weather days in the Cost/Price Proposal and shall schedule any contingency for severe weather in accordance with weather requirements included in Section 01000, DESIGN AND CONSTRUCTION SCHEDULE.

3. Bid Guarantee. The bid guarantee shall be submitted in accordance with Section 00700, Contract Clauses.

4. Representations and Certifications. Representations are local, state, and federal representative statements and certifications made by the Offeror concerning a variety of issues. Complete each item in Section 00600, REPRESENTATIONS AND CERTIFICATIONS, and submit one original with the Phase II proposal.

5. Subcontracting Plan. (Applies to Large Businesses only.) All large businesses shall submit a subcontracting plan with their technical and price/cost proposals. The plan shall be prepared in accordance with FAR 52.219-9. Failure to submit an acceptable subcontracting plan may make the offeror ineligible for award of the contract. The submission of the subcontracting plan is in no way advantageous to large businesses over any small business in the evaluation process. A sample subcontracting plan and scoring checklist are included on the solicitation CD-ROM disk. See Section 00100, paragraph SMALL BUSINESS SUBCONTRACTING PLAN for additional information and Fort Worth District subcontracting floors.

6. Small Disadvantaged Business (SDB) Utilization Plan. (Applies to all Offerors.) Offerors shall submit a SDB Utilization Plan, to include the following information:

- a. Identification of each SDB concern proposed and the work each is to perform. (See NOTE below regarding SDB certification.)
- b. Targets expressed in dollars and percentages representing each SDB concern's participation of the total contract value.
- c. Total target value of all SDB participation, expressed in dollars and percentages of the total contract value.

The offeror is put on notice that any targets represented in submitted proposal will be incorporated into and become part of any resulting contract.

NOTE: All proposed SDB concerns must be certified by the Small Business Administration and listed in the online database PRO-Net. SDB concerns may register in PRO-Net at <http://pronet.sba.gov>.

1.10 CLARIFICATIONS AND FINAL PROPOSAL REVISION

1.10.1 General

Any conflicting criteria which cannot be resolved by the Order of Precedence specified in Section 00800 SPECIAL CONTRACT REQUIREMENTS shall be brought to the attention of the Government by the Offeror as part of the written clarification requirement of the proposal. In the absence of such request for clarification, the Offeror shall perform to the most beneficial criteria as determined by the Government.

1.10.2 Clarifications Prior to Proposal Due Date

In the event that clarifications are required prior to submitting either the Phase I or II proposal, contact the individuals listed in Section 00100, INSTRUCTIONS TO OFFERORS. All RFP holders will be advised of significant clarifications affecting the scope of the project.

1.10.3 Clarifications Submitted with Proposals

For clarifications remaining at the time and date that proposals are due, written clarifications may be included in the proposal for consideration by the Government. Clarifications submitted with proposals shall clearly identify the understanding of the RFP documents and how this understanding is reflected in the cost proposal. Extensive qualifications, exclusions and exceptions in the form of clarifications may be considered by the Government to be non-responsive and may be grounds for rejection of the proposal.

1.10.4 Final Proposal Revision

If the Contracting Officer determines that discussions are necessary, all offerors in the competitive range will be given an opportunity to submit a final proposal revision. All proposal revisions must be submitted as required in paragraphs 1.5.3.1 and 1.5.3.2.

1.11 PAYMENT FOR PROPOSALS

Those offerors given the opportunity to offer Phase II proposals but not awarded the Design/Build contract are eligible to receive \$25,000 (each) as a proposal development fee. To receive this fee, the eligible offeror must have submitted a Phase II proposal that met the minimally acceptable design criteria, not have withdrawn their proposal prior to award of the Design/Build contract, and agree to give the Government total and unlimited rights to the design submitted in their Phase II proposal. After notification to the unsuccessful offerors in Phase II, a purchase order will be issued to all eligible offerors. Payment will be made upon acceptance by the offeror of the purchase order incorporating the above conditions.

Those offerors who do not want to give the Government total and unlimited rights to their design must state in their proposal that they are waiving their right to receive the proposal development fee.

1.12 NOTICE

Failure to submit all the data indicated in this section may be cause for determining a proposal non-responsive and, therefore, not considered for award.

2 PRODUCTS (NOT USED)

3 EXECUTION (NOT USED)

END OF SECTION

SECTION 01015

DESIGN REQUIREMENTS AFTER AWARD

12/2000

AMENDMENT NO. 0002

PART 1 GENERAL

1.1 SUMMARY

1.1.1 Section Includes

This section includes requirements for developing and submitting a design including preparation of drawings, specifications and design analyses conforming to the requirements contained in this section.

1.1.2 Section Excludes

This section does not include requirements for construction submittals which are specified in Section 01330 CONSTRUCTION SUBMITTAL PROCEDURES.

1.2 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.

CONSTRUCTION SPECIFICATIONS INSTITUTE (CSI)

CSI MasterFormat (1995) MasterFormat

CODE OF FEDERAL REGULATIONS (CFR)

40 CFR 763 Asbestos

1.3 DESIGN COMPLETION SCHEDULE

See paragraph COMMENCEMENT, PROSECUTION, AND COMPLETION OF WORK in Section 01000 DESIGN AND CONSTRUCTION SCHEDULE for the Completion Schedule of the entire work.

1.4 METRIC REQUIREMENTS (CONTRACTOR'S OPTION)

The Contractor has the option of providing the design in either English or Metric dimensions. Once the dimensional standard (English or Metric) is selected, the Contractor needs to remain consistent in using the same standard for the entire project. See Section 01016 DESIGN DOCUMENT REQUIREMENTS for additional requirements.

1.5 DEFINITIONS

1.5.1 Acceptance

This is the Government's review of the design submittals, construction

submittals, and record drawings for conformance to the Contract requirements. Acceptance shall not be construed to be an endorsement of the accuracy or completeness of the design. The Contractor is ultimately responsible for the contract design and construction. Design deficiencies or omissions in the accepted design shall be the responsibility of the Contractor and the Designer of Record.

1.5.2 Approve, Approved and Approval

As these words are used throughout the documents, they shall mean "as approved by the Designer of Record unless otherwise expressly stated." See Section 01330 CONSTRUCTION SUBMITTAL PROCEDURES.

1.5.3 Complete Specification Section

A Complete Specification Section is one that follows the Construction Specifications Institute's (CSI) 16-Division, 3-Part Section format, including the required submittal register and testing requirements.

1.5.4 Contractor

Firm or company to whom award is made to design and construct the project.

1.5.5 Contract Documents

Contract Documents, in addition to the signed Contract Form and the Contract Clauses, include the Request for Proposal, all amendments, and the Contractor's proposal as accepted at the time of contract award.

1.5.6 Construction Documents

Documents provided by the Contractor and accepted by the Government for use in constructing the project, including but not limited to final design drawings and specifications, schedules, submittal registers, and color boards.

1.5.7 Corps of Engineers Guide Specifications (UFGS)

Includes the Corps of Engineers Unified Facilities Guide Specifications (UFGS) for Military Construction, the narrow-scope sections developed by the Fort Worth District (FWGS), and the Fort Worth District Supplements to the UFGS.

1.5.8 Design Documents

Documents which include design drawings, project specifications, and design analyses (basis of design and calculations) prepared by or under the direct supervision of registered professional architects and engineers and proposed by the Contractor to meet the requirements of this Contract.

1.5.9 Design Drawings

Documentation showing in graphic and quantitative form the extent, design, location, relationships, and dimensions of the construction to be provided by the Contractor. (Note: Shop Drawings, as defined in Section 01330, "CONSTRUCTION SUBMITTAL PROCEDURES," are not to be provided until after design drawings are **accepted** for construction.)

1.5.10 Designer

Architects and Engineers (A/E) associated with the Contractor who are responsible for the design and have the qualifications and experience specified.

1.5.11 Designer of Record

The Contractor's Architect/Engineer (A/E) is the "Designer of Record" and officially approves the design submittals, construction submittals, and record drawings. There shall be a designer of record for each design discipline. The designer of record is solely liable for design errors and/or omissions and shall have professional liability insurance to insure the designer against design errors and omissions. The Contractor's Quality Control Staff will check and certify all submittals. See paragraph DESIGNER(S) OF RECORD for additional requirements.

1.5.12 Mandatory Guides

Mandatory Guides are those guides listed in Section 01016 DESIGN DOCUMENT REQUIREMENTS, or in the Project Table of Contents as Attachments, which shall be included in the Contractor's technical specifications. Some of the guides may be partially edited while others may not be edited at all. The Contractor shall edit or finish editing these guides.

1.5.13 Mandatory Sections

Mandatory Sections are those sections included in Divisions 2 through 16 of the Contract which have been completely edited and shall be included in the Contractor's technical specifications verbatim.

1.5.14 Solicitation or Request for Proposal (RFP)

Documents furnished to prospective offerors containing proposal information and specifying criteria and project requirements for design and construction of the project. The documents include this specification, attachments, and the information drawings.

1.5.15 Construction Specifications

Construction specifications are the Contractor's developed project specifications consisting of the Government-furnished Division 1 (General Requirements) sections and the Contractor-written sections in Divisions 2 through 16 which will be used to construct the project. Divisions 2 through 16 shall include the Contract mandatory specifications, the Contractor-edited RFP mandatory UFGS and FWGS guide specifications, Contractor-developed UFGS sections for those items of work covered by the UFGS guides, and the Contractor-developed sections for those items of work not covered by the UFGS and FWGS guides.

1.5.16 60 Percent Preliminary Design (Design Development) Submittal

60 Percent Preliminary Design Submittal shall mean 60 percent building design and 100 percent site work, utilities (including utilities within the 1.5m line of the building), and foundation design submittal. See paragraph DESIGN SUBMITTALS for further clarification.

1.6 SUBMISSION OF CONSTRUCTION DRAWINGS, SPECIFICATIONS AND DESIGN ANALYSES

1.6.1 Certification

With each submittal the Contractor shall certify that all items submitted in the design documents (after contract award) comply with the Contract requirements. The criteria specified in this Contract are binding contract criteria and in case of any conflict, after award, between the Contract criteria and Contractor's submittals, the criteria stated in the Document Order of Precedence in Section 00800 SPECIAL CONTRACT REQUIREMENTS will govern. The Contractor shall present with the letter of transmittal for each design submittal (including the 100 percent corrected design (compliance check) submittal) a certification that the submittal (drawings, specifications, design analysis, etc.) complies with the requirements stated above. Prepare the design certification and transmittal letter in the format shown on Attachment A attached at the end of this Section.

1.6.1.1 Signatures

The certification shall be signed by an officer of the Contractor's company, authorized to contractually obligated the company, and the licensed architect/engineer designer of record attesting that the drawings, specifications, and design analyses prepared for the construction of the project meet the requirements of the Contract.

1.6.2 Deviations

Deviations from the Contract requirements shall be identified in each design submittal's letter of transmittal. Deviations from the Contract requirements will be considered for approval by the Contracting Officer. The Contracting Officer may reject any deviation proposed by the Contractor without explanation.

1.6.3 Field Verification

The Contractor shall verify field conditions which are significant to design by field inspection, researching, and reviewing the existing documents pertaining to the site and existing building(s), and evaluating observable existing conditions. The information shall be reflected in the design documents. It is the responsibility of the Contractor to evaluate existing conditions in the immediate proximity of the project to determine if such conditions may affect, or be affected, by the proposed construction. If there are site conditions which appear to affect the proposed construction the Contractor shall inform the Contracting Officer, in writing, before proceeding with the work.

1.6.4 Number of Copies

The number of copies for distribution is specified in paragraph "Review Document Distribution." For each design submittal, submit for review and acceptance the specified number of copies of the construction drawings, specifications, design analyses, equipment schedules, submittal register, and all other submittal data, which shall be in accordance with the requirements of the Contract Documents. Upon final acceptance, make distribution of the accepted design and construction documents within 7 calendar days. With each distribution, provide one CD-ROM disk (or more if required) containing all documents. The CD-ROM disks shall be fixated "Final," which is a recording option that renders the disk totally used so that no other data tracks can be added in a later recording session. Proposed modifications shall be submitted in 8 copies. Final modifications, after negotiations, shall be submitted in 8 copies (including one reproducible).

1.6.5 Final Construction Documents

Each distributed set shall consist of full-size paper drawings, specifications, submittal register, design analysis, and a CD-ROM disk(s) containing all of the final design documents (e.g. drawing, specification, submittal register, and design analysis files). Provide documents complete, accurate, and explicit enough to show compliance with the Contract requirements and to permit construction. See Section 01016 DESIGN DOCUMENTS REQUIREMENTS for additional requirements. During and upon completion of the project, the accepted design documents shall be corrected to reflect as-built conditions in accordance with Section 01770 CONTRACT CLOSEOUT.

1.6.5.1 Final Construction Drawings

In addition to the required number of hard copies of final design documents (e.g. drawings, specifications, submittal register, and design analysis), final construction (100 percent) drawings and record (i.e. as-built) drawings after the completion of the project shall be submitted on CD-ROM disk in the CADD format required by the Contract. On the CD-ROM disk include the electronic .dgn or .dwg CADD drawing files, the CADD drawing files in .CAL format (CADD files converted to .CAL) for viewing on MaxView Reader, and an Excel spreadsheet listing for each drawing the drawing number, sequence number, level/layer assignments, line colors, line weights, and line types. See Section 01016 DESIGN DOCUMENT REQUIREMENTS for additional requirements.

1.6.6 Specifications and Design Analysis

Specifications and design analysis shall be provided in hard copy and on the same CD-ROM disk as the drawings, in Microsoft Word for Windows format (Version Microsoft Word 97 minimum, but shall be compatible with the version used at Fort Polk). The Division 1 sections included in the Contract shall be reprinted in the final 100 percent construction specifications. Hard copies of the specifications and design analyses shall be bound separately in 3-ring binders. Each set of documents shall have its own Table of Contents. See Section 01016 DESIGN DOCUMENTS REQUIREMENTS for editing and format requirements.

1.7 DESIGN DOCUMENTS

Design documents shall include construction drawings, specifications, submittal register, design analysis, and drafts of DD Form 1354. Detailing and installation of all equipment and materials shall comply with the manufacturers' recommendations. Construction drawings and specifications shall not make reference to Contract requirements. The Contractor, including designers, shall visit the site and make other trips as necessary during the design to accomplish the work. See Section 01016 DESIGN DOCUMENT REQUIREMENTS for additional descriptions.

1.7.1 Drawings

See paragraph SUBMISSION OF CONSTRUCTION DRAWINGS, SPECIFICATIONS AND DESIGN ANALYSES, subparagraph "Final Construction Documents."

1.7.2 Specifications

Format shall be the Construction Specification Institute (CSI) 16-Division,

3-Part Section format and match that used by the UFGS guide specifications.

Sections which are not part of the UFGS and Fort Worth District guide specification series shall be numbered in accordance with the CSI section numbering system defined in CSI MasterFormat. No two sections shall have the same section number. Specifications shall be in sufficient detail to fully describe and demonstrate the quality of materials, the installation and performance of equipment, and the quality of workmanship. Division 1 specifications shall consist of the Division 1 sections included in the Contract. The specifications shall clearly identify the specific products chosen to meet the requirements of the Contract (manufacturers' brand names and model numbers or similar product information). Turfing sections shall indicate planting dates.

1.7.3 Design Analysis

Describe the design of each discipline of work, including all features and the necessary calculations, tables, methods, and sources used in determining equipment and material sizes and capacities. Provide sufficient information to support the design of the various categories such as, but not limited to, architectural, interior design, structural, mechanical, electrical, civil including grading, drainage, paving, environmental, and outside utility services, and Contract included items.

1.7.4 DD Form 1354

The 1354 process consists of a preliminary (draft) DD Form 1354 and a Final DD Form 1354. Prepare a preliminary (draft) of DD Form 1354, TRANSFER AND ACCEPTANCE OF MILITARY REAL PROPERTY, so that Fort Polk can update their real property maintenance records. This draft shall contain as many of the resource code items with cost and quantity data as can be developed from the Contractor's final 100% design documents. Submit it to the Contracting Officer within 30 days of the Government's acceptance of the 100% design documents. The Government will use this Final DD Form 1354 to develop the interim 1354. The form, a sample of a completed form, and a general list of resource codes with cost and quantity data are included in the ATTACHMENTS. An electronic file of the form, DD1354.frl, for use with Delrina Perform Pro Form Filler, version 16 Jul 1992, or its successor software Form Flow Filler, Version 2.22 (March 5, 1999) is located on the Solicitation and Contract CD-ROM disks.

1.8 DESIGN AND CONSTRUCTION PERSONNEL QUALIFICATIONS

1.8.1 Project Manager - Design

The design project manager shall have a recognized four year or higher college degree in architecture or engineering, be professionally licensed, and have at least 3 years experience in managing design projects and have at least 5 years of design experience. The Design Project Manager may be the lead designer, and may be the same individual as the Construction Project Manager.

1.8.2 Project Manager - Construction

The project manager shall have a recognized four-year or higher college degree in architecture, engineering (or related technical fields), or construction management and have at least 5 years experience in managing design and construction projects; or have 10 years experience in managing construction projects only.

1.8.3 Project Architect

The project architect shall have a recognized four-year or higher college degree in architecture, be professionally licensed, 3 years experience as a lead architect, and have at least 5 years design experience.

1.8.4 Designers

In addition to the Project Architect, provide at least one professional licensed architect or engineer for each of the other design disciplines (landscape architectural, (AM#2) **interior designer** civil, electrical, mechanical, and structural design) with at least 5 years experience in their discipline. Each lead designer shall have a recognized four-year (or higher) college degree in architecture or engineering. The fire protection system shall be designed by a registered engineer with a minimum of five years experience in designing fire protection systems. The field work, analysis, and design of the cathodic protection system shall be accomplished by or under direct supervision of an engineer licensed in corrosion engineering or a corrosion specialist certified by the National Association of Corrosion Engineers (NACE).

AM#2 1.8.5 Interior Designer

Interior Designer shall be National Council For Interior Design Qualification (NCIDQ) certified.

1.8.6 Design Quality Control Manager

Design quality control manager and the alternate manager qualifications are specified in Section 01430 DESIGN QUALITY CONTROL. Design quality control manager shall not be the same person as the construction quality control manager.

1.8.7 Construction Quality Control Manager

Construction quality control manager and assistants qualifications are specified in Section 01451 CONSTRUCTION QUALITY CONTROL. Construction quality control manager shall not be the same person as the design quality control manager.

1.8.8 Registered Communications Distribution Designer

This project requires the utilization of a Communications Consultant who is a Registered Communications Distribution Designer (RCDD). This person shall design the telecommunications systems for the project, be involved in all phases of design, and shall coordinate with other disciplines for the systems listed in the Design Criteria References and these Design Instructions. This communication consultant shall have a minimum of five years of Telecommunications Design experience. The use of any on-staff electrical engineers for design of the telecommunication systems and who are not RCDD is not acceptable.

1.8.9 CADD Personnel

CADD personnel shall be proficient in the preparation of architectural and engineering drawings and the CADD equipment that will be used to create the required drawings and record drawings. The lead CADD person shall have at least 5 years experience on the proposed equipment.

1.8.10 Project Schedule Scheduler

Qualifications for the Scheduler are specified in Section 01320 PROJECT SCHEDULE.

1.9 DESIGNER(S) OF RECORD

The Contractor shall identify, for approval, the Designer of Record for each area of work. One Designer of Record may be responsible for more than one area. All areas of design disciplines shall be accounted for by a listed, registered Designer of Record. The Designer(s) of Record shall review, approve, stamp, sign, and date all design and construction drawings under their responsible discipline at each design submittal stage, including modification drawings after start of construction (see Section 00800 SPECIAL CONTRACT REQUIREMENTS, clause "Registration of Designers.")

1.10 CONSTRUCTION MANAGEMENT KEY PERSONNEL

The Contractor's construction management key personnel shall be actively involved during the design process to effectively integrate the design and construction requirements of this Contract. In addition to the typical required construction activities, the Contractor's involvement shall include, but is not limited to, actions such as integrating the design schedule into the Master Schedule to maximize the effectiveness of fast-tracking design and construction (within the limits allowed in the Contract), ensuring constructability and economy of the design, integrating the material and equipment acquisition programs to meet critical schedules, effectively interfacing the construction QC program with the design QC program, and maintaining and providing the design team with accurate, up-to-date redline and as-built documentation. The Contractor shall require and manage the active involvement of key trade subcontractors in the above activities. The Contractor's Quality Control Staff will check and certify all submittals.

1.11 DESIGN SUBMITTALS

1.11.1 General

The Contractor shall schedule the number and date of the design submittal phases and conferences. Design submittals are required at the 60 percent preliminary design stage, the 100 percent final design stage, and at the corrected final design stage. The number, date, and contents of the design submittal phases shall be reflected in the project schedules. An authorization letter to start work will be provided separately by the Contracting Officer for each phase of the design. See paragraph "Government Design Review and Acceptance" and Section 01016 DESIGN DOCUMENTS REQUIREMENTS for additional requirements.

1.11.2 60 Percent Preliminary Design (Design Development) Submittal

The 60 percent preliminary design submittal includes the 60 percent in-progress building design and the 100 percent complete site work, exterior utilities, and foundation design. These documents shall be packaged and stamped "For Review Only - 60% Design". Each sheet of the drawings shall also be stamped except sitework, exterior utilities, and foundation drawings which will be stamped 100% design submittal. See Section 01016 DESIGN DOCUMENTS REQUIREMENTS for additional requirements.

1.11.3 100 Percent Final Design (Construction Documents) Submittal

The 100 percent final design submittal includes all design and construction documents, ready for start of construction. This includes the complete site, utility, and building design, and shall be stamped "For Review Only -100% Design". Each sheet of the drawings shall also be stamped. Contractor shall make final proposal of all materials and finishes at this stage. See Section 01016 DESIGN DOCUMENTS REQUIREMENTS for additional requirements.

1.11.4 Compliance Check Design Submittal

The compliance check design submittal(s) include all construction documents after incorporation of the Government's 100 percent final design review comments. These documents shall be stamped "100% Corrected Design"; and each sheet of the drawings shall also be stamped and signed by the Designer of Record.

1.11.5 Insufficient Design Submittals and Delays

No additional time for completion of the Contract will be granted to the Contractor due to insufficient design submittals. Delays caused by the Contractor in completion of the 60 percent design, 100 percent design, or the 100 percent corrected design will not be considered as valid reason to delay the entire project within the contract project duration.

1.11.6 Deviations or Betterments

The Contractor shall bring to the Government's attention any deviations or betterments made to the RFP and Contractor's proposal documents. These shall be summarized in letter form with reasons and highlighted or clouded details on the applicable drawings and documents submitted. See Section 00800 SPECIAL CONTRACT REQUIREMENTS for additional requirements concerning betterments.

1.11.7 Review Design Documents

The Contractor shall submit all drawing design documents on blue-line media with "FOR REVIEW" stamped in 12.5 mm (1/2-inch) high letters in the lower right corner in red ink. Specifications and Design Analyses shall be hard copy with "FOR REVIEW" stamped in 12.5 mm (1/2-inch) high letters in the lower right corner in red ink. The Contractor shall submit Contractor-approved documents on black-line media with "APPROVED FOR CONSTRUCTION" similarly stamped.

1.12 DESIGN REVIEWS

Design reviews will be held in the offices of the Fort Polk Resident Office at the preliminary (60 percent), final (100 percent), and corrected final stages of the final design in accordance with the Contractor's Project Schedule. The Government shall have thirty (30) calendar days review period for each submittal (60 percent design and 100 percent Design) and fourteen (14) calendar days review period for submittal of the Compliance Check Design (corrected final design). Design review conference(s) between the Contractor and the Government may be held after submittal of the 60 percent preliminary and 100 percent final design(s) if the Government determines them necessary. The time for Government review will be calculated from the date of receipt of the design submittals at the Government address to the date the annotated review comments are mailed to the Contractor.

1.12.1 Review Intent

Reviews will be for conformance with the technical requirements of the Contract. If the Contractor disagrees technically with any comment and does not intend to comply with the comment, the Contractor shall clearly outline, with ample justification, the reasons for noncompliance within 5 days after receipt of these comments in order that the comment(s) can be resolved. The Contractor shall furnish disposition of all comments, in writing, with the next scheduled submittal. If the Contractor believes the action required by any comment exceeds the requirements of the Contract, the Contractor shall immediately notify the Contracting Officer in writing and take no action regarding this matter until the matter is resolved.

1.12.2 Late Submittals

If a design submittal is over one (1) day late in accordance with the latest design schedule, the Government review period will be extended 7 days. The review conference will be held the week after the review period.

Submittal date revisions shall be in writing at least one week prior to the affected submittal.

1.12.3 Review Document Distribution

For each review, review documents shall be sent, in the quantity indicated, to the addresses listed below. The documents will be in their then present "on-board" design status. All documents must contain an index of contents.

Work shall, however, continue up to the time of the review conference date(s) when 2 copies of then-current design documents will be brought to the issuing office for the conference review. Originals of transmittal letters shall be sent to the Area Engineer, address as shown below, and copies should accompany each mail package. Transmittal letters shall indicate distribution by use of the "ATTN" code shown in the address.

No. of Copies

(8 Copies) District Engineer
US Army Engineer District, Fort Worth
ATTN: CESWF-EC-D (Mr. Jimmy Rawlings)
P.O. Box 17300
Fort Worth, TX 76102-0300

(1 Copy) Mr. Harold Hansen
ATTN: AMSEL-IL-DE-IN-CO (SAIC)
1435 Porter Street, Suite 200
Fort Derrick, Maryland 21702-2505

(8 Copies) Commander HQ JRTC and Fort Polk
AFZX-PW-EP/(Mr. Ellis Smith)
Building 3304
Fort Polk, LA 71459-7100

(5-Review) U.S. Army Corps of Engineers
(5-Final) ATTN: Breck Graves
Bldg. 4741
2315 Service Command Loop
Fort Polk, LA 71112-2505

1.12.4 Additional Review Time

If for any reason the Government requires more time than that stated for review, then the Contractor will be granted an extension of time equal to the number of calendar days of delay.

1.12.5 Government Design Review and Acceptance

Government personnel will present review comments for discussion and resolution. Copies of comments, annotated by the Designer of Record with comment action agreed on, will be made available to all parties at least 10 calendar days prior to the conference. Review conferences will be scheduled by the Contractor. Unresolved problems will be resolved by immediate follow-on action at the end of conferences. Valid comments will be incorporated into the Documents. On receipt of final corrected design documents (with all backcheck comments incorporated) and if acceptable, the Contracting Officer shall notify the Contractor in writing that the documents are accepted and construction may begin. Furnish the final design and construction documents in accordance with paragraph "Review Document Distribution." The Government, however, reserves the right to not to accept design document submittals if outstanding unincorporated comments are of too great a significance. In this case, every effort shall be made during follow-up action between the Contractor and the Fort Worth District to resolve conflicts and problems such that documents can be accepted. However, if final submittal(s) are incomplete or deficient, requiring correction by the Contractor and resubmittal for review, the cost of rehandling and reviewing will be deducted from payment due the Contractor at the rate of \$500.00 per submittal.

1.12.5.1 Final Construction Documents

Following the last submittal, the Contractor shall forward the completed original set of reproducibles for acceptance. Upon Government acceptance of corrected 100 percent final design documents, the original will be returned to the Contractor for reproduction purposes. The Contractor shall be responsible for reproduction. Within 7 calendar days after acceptance, the Contractor shall mail 1 complete set of the accepted design documents to the Fort Worth District, CESWF-EC-AM Attn: Jimmy Rawlings and 5 complete sets to the Corps of Engineers' Fort Polk Resident Engineer. Each set shall consist of full size paper drawings, specifications, and design analysis and CD-ROM disk(s) containing all drawing, specifications, submittal register, and design analysis files). During and upon completion of the project, the accepted design documents shall be corrected to reflect as-built conditions in accordance with Section 01770 CONTRACT CLOSEOUT. After acceptance, the Contracting Officer shall be notified, at the time of occurrence, of all changes made to the final construction documents.

1.13 COORDINATION

1.13.1 Written Records

The Contractor shall prepare a written record of each design site visit, meeting, or conference, either telephonic or personal, and furnish copies to the Contracting Officer and all parties involved within 5 working days. Include subject, names of participants, outline of discussion, and recommendation or conclusions. Number each written record for the particular project under design in consecutive order.

1.13.2 Design Needs List

Throughout the life of the Contract the Contractor shall furnish the Contracting Officer a biweekly "needs" list for design related items. This list shall itemize in an orderly fashion design data required by the Contractor to advance the design in a timely manner. Each list shall include a sequence number, description of action item, and the name of the individual or agency responsible for satisfying the action item and remarks. Maintain the list on a continuous basis with satisfied action items checked off and new action items added as required. Once a request for information is initiated, that item shall remain on the list until the requested information has been furnished or otherwise resolved. Mail copies of the lists\ to both the Contracting Officer and the agencies tasked with supplying the information.

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION

3.1 ATTACHMENTS

ATTACHMENT A

[Prime Contractor's Letterhead]

Date: _____

Contract No.: _____

[Reviewing Component Address]

Subject: DESIGN CERTIFICATION AND TRANSMITTAL FOR

Project Title: _____

Project Location: _____

Contract No.: _____

Gentlemen,

Enclosed are the following documents which I hereby certify are in compliance with the Contract requirements of the subject construction contract and can be used to commence construction subject to Government acceptance:

1. Project Drawings
2. Project Specifications
3. Design Analysis
 - a. Civil
 - b. Water Supply and Wastewater Collection
 - c. Architectural
 - d. Interior Design
 - e. Structural
 - f. Mechanical
 - g. Fire Protection
 - h. Electrical
 - i. Environmental
- j. Landscape Architectural
4. Submittal Register

[Typed Name and Signature of the
Officer of the Prime Contractor's company]

5. Deviations

Copy to: [As standard with the Contractor]

[Typed Name and Signature of the
Licensed Architect/Engineer of Record]

-- End of Section --